

The Special/Study Meeting of the Troy City Planning Commission was called to order by Chairman Littman at 7:30 p.m. on August 5, 2003, in the Council Board Room of the Troy City Hall.

1. ROLL CALL

Present

Gary Chamberlain
Dennis A. Kramer
Lawrence Littman
Robert Schultz
Walter Storrs
Thomas Strat
David T. Waller

Absent

Mark J. Vleck
Wayne Wright

Also Present

Mark F. Miller, Planning Director
Brent Savidant, Principal Planner
Susan Lancaster, Assistant City Attorney
Kathy Czarnecki, Recording Secretary

Resolution

Moved by Chamberlain

Seconded by Schultz

RESOLVED, that Messrs. Vleck and Wright be excused from attendance at this meeting.

Yeas

All present (7)

Absent

Vleck
Wright

MOTION CARRIED

2. PUBLIC COMMENTS

No one was present to speak.

3. PLANNING AND ZONING REPORT

Ms. Lancaster circulated an article related to school district court cases.

Mr. Miller reported on the following Council actions taken at their August 4, 2003 Regular Meeting.

- *Charleston Club and Harrington Park Condominiums* – The Planning Commission's resolution requesting Council action on the pedestrian cross access matter, as well as a memorandum from the City Attorney and a petition signed by Charleston Club condominium owners asking for relief of the pedestrian cross access requirement, were discussed. City Council took no action because it has no authority to change site plan conditions, and advised the petitioner to go before the Planning Commission for site plan revisions. As an enforcement issue, the two remaining final certificates of occupancy for the Charleston Club Condominium development will be held until all site plan conditions, as approved by the Planning Commission, are in full compliance.
- *Shady Creek South Site Condominium Final Approval* – City Council approved the final plan.
- *Oak Forest Subdivisions, Fetterly Drain, Regional Detention and Linear Park Development* – City Council rejected the potential land exchanges with the developer relative to proceeding with the Regional Detention and Linear Park development plan in that area.

Mr. Miller reported on the following items.

- *Saleen / Stanley Door Site* – The Building Department determined a site plan was not required for the facility because there are no proposed exterior improvements. Interior plans for the site were circulated.

A brief discussion followed. Mr. Miller said he would forward to the appropriate departments the resolution passed at the July 22, 2003 Planning Commission Special/Study Meeting with respect to providing a sidewalk at this facility.

Resolution

Moved by Schultz

Seconded by Waller

RESOLVED, that City Management and City Council, based on the classifications and considerations given to Brownfield redevelopment, and the removal of the vast majority of the existing landscaping for which the site plan drawings show were to remain, require the Saleen Assembly Facility to bring the development up to City development standards inclusive of landscaping and sidewalk requirements.

Yeas

Chamberlain
Littman
Schultz
Storrs
Strat
Waller

Nays

Kramer

Absent

Vleck
Wright

MOTION CARRIED

Mr. Kramer thinks the City is faced with a technicality issue; i.e., if there is green space, it's landscaping. Mr. Kramer suggested that the Commission or Planning Department review the site plan for compliance to current landscape criteria and requirements; and if there is any variance from today's standards relative to the number of trees or plantings along Maple, or the square footage required for that green space, the Planning Commission should be made aware of the matter.

Discussion followed on the procedure to get Planning Commission action items and resolutions on City Council agendas.

Ms. Lancaster stated there are no stipulations in the Charter, ordinances or State statutes with respect to authority of City administration in placing or not placing items on City Council agendas. She said consideration should be given to City Management to allow time for research of action items that better enables them to provide comprehensive reports to City Council.

Mr. Chamberlain referenced several Planning Commission items that are pending, and believes that City Management intentionally holds back items from City Council action. Mr. Chamberlain said the conduit of Planning Commission items should be directly to City Council, not via City Management.

Mr. Miller stated clearly that it is not the intent of City Management to hold back items from City Council action. Mr. Miller said he would check with City Management to determine potential City Council meeting dates for the pending zoning ordinance text amendment items (Amateur Radio Antenna Height, Parking Requirements, Site Plan Approval, R-1T).

- *Additional City Council Meeting (September through May)* – All public hearings will be scheduled on the 3rd Monday of the month for City Council action. The same rules and procedures will prevail.
- *Off-site Planning Commission Meetings* – Research is continuing on this matter. Mr. Miller will advise the Commission if the August 26, 2003 Special/Study Meeting can be held at the Troy Nature Center.

Mr. Storrs reported that the Cranberry House Senior Day Care business is no longer in operation.

Mr. Strat reported that his local school contact thinks the State requirement per child is excessive. The Planning Department will follow up with a report on its findings.

4. SUB-COMMITTEE REPORTS

CR-1

Mr. Miller said he would review the draft report.

Tree Preservation / Landscaping / Walls

Mr. Waller reported that the Committee is still waiting to receive nearby city ordinances for review.

Gateway / Beautification

Mr. Savidant reported that PEA provided a generic gateway sign as requested by the Committee; Mr. Chamberlain and Mr. Storrs will review it during the week.

Special Use

Mr. Chamberlain provided draft language related to the residential portion. Mr. Chamberlain is going before City Council to request money to cover typing expenses.

Indoor Commercial Recreation

Mr. Miller will arrange for corporate representatives to meet with the Committee.

5. PROPOSED PLANNED UNIT DEVELOPMENT (PUD-3) – Proposed Sterling Corporate Center, North side of Big Beaver, West of I-75, Section 21 – O-S-C

Mr. Miller reported that the most recent Planning Consultant report was received after business hours on Friday, August 1st, and copies of the report were provided to the Commission at the beginning of tonight's meeting. Mr. Miller referenced the final two pages of the report and reviewed the itemized comments provided by the Planning Consultant.

Peter Burton and Chuck DiMaggio of Burton Katzman, 30100 Telegraph Road, Suite 366, Bingham Farms, were present.

Mr. DiMaggio confirmed that the Planning Department provided him a copy of the Planning Consultant report, as well as the Planning Department report. Mr. DiMaggio said that, particularly after reading the staff report, he questioned whether they and the City have a shared vision of the proposed development. He reviewed their justifications in meeting the PUD eligibility criteria, and stated full flexibility and accommodation in meeting Planning Commission wishes to get their approval and favorable recommendation to City Council.

Mr. Chamberlain voiced frustration in not receiving the Planning Consultant report in the meeting packet to allow the necessary time to review the report prior tonight's meeting.

Mr. Strat requested the petitioner to provide the specific facts as to why it is not feasible to depress the parking lot as discussed at an earlier meeting; and further to provide cross section sight line views of the development at various elevations.

Mr. DiMaggio suggested meeting with Mr. Strat and the petitioner's project engineer. Chairman Littman advised the petitioner that all discussion on the proposed development should be in the presence of the entire body.

Mr. Burton said he understood the complexities of the project and information transmission. He noted that initial discussion with the City on this proposed development began three years ago. Mr. Burton said that one tenant has been lost because of the time constraints, and asked the best procedure to follow so the information and reports are circulated in a timely manner.

There was discussion on potential action taken by the Commission at their August 12, 2003 Regular Meeting and the completeness of the PUD contract documents. There was general consensus that because outstanding concerns remain with respect to the justifications of PUD eligibility, the project is not ready for preliminary approval action.

Mr. Miller confirmed that the PUD contract documents are prepared after a PUD receives preliminary approval. Mr. Miller suggested that the petitioner provide its material to the Planning Department no later than the Thursday prior to a scheduled meeting. This allows time for staff to prepare copies for delivery of meeting packets to the Commission on Friday afternoon. Mr. Miller further suggested the best procedure for preliminary review of material is to provide two copies to the Planning Department; one copy would be for review by the Planning Department and another copy would be provided to the Planning Consultant via overnight mail for his review.

Chairman Littman requested a recess at 8:47 p.m.

The meeting reconvened at 8:55 p.m.

6. SITE PLAN REVIEW (SP-894) – Proposed Office Building, Rochester Office Parc, West side of Rochester Road, South of Hannah, Section 3 – C-J

Mr. Savidant noted the petitioner submitted two site plans to the Planning Department on July 8, 2003. One plan proposed an entrance on Rochester Road; the alternate plan proposed an entry drive on Rochester Road in addition to entry drives on both Hannah and DeEtta. At the request of the City Manager, an environmental impact study (EIS) was conducted to analyze potential impacts of the entry drive on Rochester Road in relation to entry drives off of Hannah and DeEtta.

Mr. Savidant reported Tetra Tech, the petitioner's traffic engineer, has submitted a traffic report. In both his initial memorandum and upon complete review of Tetra Tech's traffic study, the City Traffic Engineer's opinion is that it would be most undesirable to place an entry drive on Rochester Road.

Mr. Savidant further reported that an informational letter was mailed on July 23, 2003 to all affected residents. He also stated that a memorandum from the City Engineer would be provided prior to the August 12th Public Hearing with respect to the proposed drainage on the property.

Mr. Miller stated the Planning Department has concerns with the proposed movement of traffic through the parking lot and circulated plans that were prepared internally that allow the flow of traffic around the two proposed office buildings. Mr. Miller also stated that he had a discussion with the petitioner about providing additional grade information.

Mr. Storrs would like to be confident that all resident concerns are addressed prior to the scheduled Public Hearing.

A lengthy discussion followed on the traffic report study and water drainage. Mr. Miller asked the petitioner to provide more assurance to the Planning Commission that the drainage concerns would be addressed.

The petitioner, Franco Mancini, 47858 Van Dyke, Shelby, was present.

Bill Mosher, project engineer from Apex Engineering Group Inc., 47745 Van Dyke, Shelby Township, was also present and gave a brief presentation on the retention and water flow. It is proposed to provide oversized storm sewers in conjunction with the retention basin and outlet the water to Rochester Road. Mr. Mosher said that all engineering concerns would be addressed once preliminary approval is given. He assured the Commission that both site plan options take into consideration the concerns of nearby residents, but noted there are some existing water issues that have been created by the nearby residents.

Mr. Mancini assured the Commission that the current water flow would be encased in the drainage plan, either by pipe, open drain or retention pond. He assured the Commission that Rochester Road would not be flooded and there would be no back flow. Mr. Mancini confirmed that he met with the City Engineer and discussed

placing a catch basin or open grate on site. Mr. Mancini said that he could not correct the water drainage with respect to what has been done by the nearby residents or what has been done, or not done, by the City.

A brief discussion was held on the existing and matching grades.

Ms. Lancaster confirmed that the Planning Commission has authority for site plan approval and that it would go before City Council only if there is a special approval or variance requested. The final site plan approval would be administratively handled after receipt of all of the executed easement agreements.

Mr. Miller requested the petitioner to consider relocating the dumpster on site.

Mr. Kramer requested that the City Traffic Engineer provide comments in terms of optimum acceleration and deceleration.

7. PLANNING COMMISSION BY-LAWS

There was discussion with respect to the procedure of representative appointments to the Board of Zoning Appeals. Ms. Lancaster will provide a report on this matter to the Board at a future meeting.

Ms. Lancaster noted that a revision date would be inserted on the Bylaws.

Resolution

Moved by Chamberlain

Seconded by Storrs

RESOLVED, that the Bylaws as presented and dated July 30, 2003 be approved as printed.

Yeas

All present (7)

Absent

Vleck
Wright

MOTION CARRIED

8. CHARTER TOWNSHIP OF SHELBY

Mr. Miller gave a brief review on the draft Master Plan prepared by Shelby Township.

Resolution

Moved by Chamberlain

Seconded by Schultz

RESOLVED, that the following resolution be adopted.

WHEREAS, the Shelby Township Planning Commission has prepared the Draft Shelby Township Master Plan; and,

WHEREAS, the Draft Shelby Township Master Plan includes recommendations for the physical development of the community, including Goals, Objectives and Strategies, a General Land Use Plan, and sub-area plans; and,

WHEREAS, the boundary of the City of Troy is contiguous with the boundary of Shelby Township; and,

WHEREAS, the Shelby Township Planning Commission has provided copies of the Draft Shelby Township Master Plan to members of the City of Troy Planning Commission for their review and comment, as required by Section 125.37b of Public Act 185 of 1931 as amended, known as the Municipal Planning Act; and by Section 125.327a of Public Act 168 of 1959, known as the Township Planning Act; and,

WHEREAS, the City of Troy Planning Commission has determined that the Draft Plan is consistent with the Future Land Use Plan of the City of Troy.

NOW THEREFORE BE IT RESOLVED, the City of Troy Planning Commission hereby supports the efforts of the Shelby Township Planning Commission in preparing the Draft Shelby Township Master Plan.

Yeas

All present (7)

AbsentVleck
Wright**MOTION CARRIED**9. REVIEW OF AUGUST 12, 2003 REGULAR MEETING

Items discussed were:

- Special Use Request – Proposed Daycare Center at St. Mark Coptic Orthodox Church on Livernois.
- Site Plan Review – Proposed Krispy Kreme Doughnut Shop at Oakland Mall.
- Site Plan Review – Proposed Birmingham Office Center on Coolidge.

10. PUBLIC COMMENT

There was no one present who wished to speak.

GOOD OF THE ORDER

Mr. Miller reminded everyone there is no meeting scheduled for the first Tuesday of September because of the Labor Day holiday.

Ms. Lancaster reported that the Freund Site Condominium Motion for Summary Disposition is scheduled on August 14.

Mr. Kramer encouraged everyone to read the *Oakland Press* article circulated at tonight's meeting titled "Developer Wants Condos at I-696 Site".

Chairman Littman said that arrangements are still in the works for holding the August 26th Special/Study Meeting at the Troy Nature Center.

Mr. Waller requested a tour of the new Sanctuary Lake Golf Course.

ADJOURN

The Special/Study Meeting of the Planning Commission was adjourned at 10:00 p.m.

Respectfully submitted,

Mark F. Miller AICP/PCP
Planning Director

G:\MINUTES\2003 PC Minutes\Final\08-05-03 Regular Meeting_Final.doc